Proof of CCR (Central Contractor Registration) is demonstrating that your agency/organization is registered with the federal government’s SAM.gov (System for Award Management). This is required for all Governor’s Office for Children Youth and Families (GOCYF) contracts. This registration is **FREE** of charge. You must be on the [www.sam.gov](http://www.sam.gov) website to register or get a copy of your active status.

**To Register:**
Follow the instructions provided on the website. There is a box and button on the left side of the home page titled “Create User Account” that will lead you to this process. If you need help use the help tab to get additional information.

**Show Active Status or Proof of CCR Registration:**
You are not required to have access or login information to find the status of your agency/organization. If you have the registered name, DUNS number or CAGE code you can use the public search option. Click on the “Search Records” tab or button from the home page. Then it will prompt you to enter one of the identifying items to search for the record. Find the correct agency/organization and click the “View Details” button. This will show if the agency/organization is active or inactive. **Print this or take a screen shot to share your active status with GOCYF.**

There is a help button on the [www.sam.gov](http://www.sam.gov) website or you can go directly to [www.fsd.gov](http://www.fsd.gov).

This is what the home page should look like.

![SAM.gov Home Page](https://example.com/samgov-home.png)